



Department of Energy
Washington, DC 20585

SEP 26 2006

MEMORANDUM FOR DISTRIBUTION

FROM:

INGRID KOLB 
DIRECTOR, OFFICE OF MANAGEMENT

SUBJECT:

2006 DOE Project Management Workshop

I would like to invite you to attend the 2006 DOE Project Management Workshop. The workshop provides an important opportunity for Federal Project Directors, Senior Program/Staff Office representatives, and Contractor Project Managers to receive training on DOE project management requirements and practices and to share experiences and lessons learned from across the complex. The workshop will be held on November 14-15, 2006, at the Radisson Hotel Old Town in Alexandria, VA. A draft schedule is attached.

The workshop is being sponsored by the Office of Engineering and Construction Management (OECM). Topics will include DOE project management policy updates and lessons learned/best practices from the field. Secretary Bodman will be our distinguished keynote speaker. In addition to the two-day workshop schedule, OECM will also conduct optional PMCDP-approved Earned Value Management training (2.5 days) on November 13, 16 and 17.

Attendance at this workshop is limited and priority will be given first to Federal Project Directors, then to Senior DOE Program/Staff Office representatives, then to Contractor Project Managers. Others may attend the workshop on a space-available basis.

OECM has reserved a block of rooms at the Radisson Hotel Old Town at the per diem rate. The hotel is located at 901 N. Fairfax Street, Alexandria, VA. Please call 800-333-3333 or 703-683-6000 for registration. Attendees must reserve their rooms by October 20, 2006. Please request the government per diem rate for the "DOE Workshop."

More information about the workshop, including agenda and registration forms, is available online at the *OECM Information Center*, <http://www.oecm.energy.gov/>. Please act promptly to reserve your place at this year's workshop. If you have any questions, please send a message to 2006PMWorkshop@hq.doe.gov or contact John Makepeace at 202-586-5326.

Attachment



DISTRIBUTION:

Secretary of Energy
Deputy Secretary of Energy
Under Secretary and Administrator of the National Nuclear Security Administration
Under Secretary of Energy
Under Secretary for Science
Assistant Secretary for Energy Efficiency and Renewable Energy
Assistant Secretary for Environmental Management
Assistant Secretary for Fossil Energy
Assistant Secretary for Nuclear Energy, Science and Technology
Director, Office of Civilian Radioactive Waste Management
Director, Office of Legacy Management
Director, Office of Electricity Delivery and Energy Reliability
Director, Office of Science
Departmental Representative to the Defense Nuclear Facilities Safety Board
Federal Project Directors

ATTACHMENT

DRAFT Agenda

2006 Project Management Workshop

Monday, November 13, 2006

5:00 PM	7:00 PM	Early Workshop Registration
8:00 AM	4:00 PM	Earned Value Management Training (OPTIONAL)
7:00 PM	9:00 PM	Evening Social

Tuesday, November 14, 2006

7:00 AM	9:00 AM	Workshop Registration
8:00 AM	9:00 AM	Continental Breakfast
9:00 AM	9:20 AM	Welcome and Workshop Logistics
9:20 AM	9:40 AM	Keynote: Secretary Bodman
9:40 AM	10:40 AM	DOE Order 413.3A and New Guides
11:00 AM	11:50 AM	DOE-STD-1189
11:50 AM	1:20 PM	Buffet Lunch and Keynote: PMI
1:20 PM	2:00 PM	Nuclear Safety & Design
2:00 PM	2:20 PM	Nuclear Safety Technical IPR Process
2:20 PM	3:10 PM	Cost Estimating
3:30 PM	4:20 PM	External Independent Review Process
4:20 PM	5:00 PM	PMCDP & PMCDC

Wednesday, November 15, 2006

7:30 AM	8:00 AM	Workshop Registration
8:00 AM	9:00 AM	Plated Breakfast and Keynote: TBD
9:00 AM	9:40 AM	Earned Value Management
10:00 AM	11:10 AM	Panel Discussion: Earned Value Management
11:10 AM	12:10 PM	Contract Management
12:10 PM	1:40 PM	Buffet Lunch and Keynote: TBD
1:40 PM	2:20 PM	Global Nuclear Energy Partnership
2:20 PM	3:30 PM	Panel Discussion: Lessons Learned
3:50 PM	5:00 PM	Panel Discussion: Program Best Practices (NA, SC, EM)
5:00 PM	5:10 PM	Closing Remarks

Thursday, November 16, 2006

8:00 AM	4:00 PM	Earned Value Management Training (OPTIONAL)
8:00 AM	4:00 PM	NNSA-specific Session (NNSA Only)

Friday, November 17, 2006

8:00 AM	12:00 PM	Earned Value Management Training (OPTIONAL)
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